

**TOWN OF COLUMBIA
PLANNING AND ZONING COMMISSION**

Adella G. Urban Administrative Offices Conference Room
323 Route 87, Columbia, CT
Monday, April 22, 2019 7:00 pm
Regular Meeting Minutes

Members Present: Chairman Rick Nassiff, Vice Chair Vera Englert, Don Schofield, Thomas Currier, Richard Napolitano, E.J. Starkel, Walt Tabor (Alternate), Larry Preston (Alternate)

Members Excused: Robert Powell

Staff Present: Town Planner Paula Stahl, Board Clerk Terri Lasota

Others Present: Mr. & Mrs. Parker

1. **CALL TO ORDER:** R. Nassiff called the meeting to order at 7:00pm
2. **ROLL CALL AND SEATING OF ALTERNATES:** W. Tabor was **SEATED** for R. Powell
3. **ADDITIONS/CHANGES TO AGENDA:** None
4. **APPROVAL OF PZC REGULAR MEETING MINUTES of March 25, 2019:**

EJ Starkel **MOVED** to **APPROVE** the 03/25/2019 meeting minutes as presented;
D. Schofield **SECONDED**; **MOTION CARRIED 5:0:2**; W. Tabor and R. Napolitano **ABSTAINED**

5. **AUDIENCE OF CITIZENS:** None
6. **UNFINISHED BUSINESS (Discussion/Possible Action):** None
7. **NEW BUSINESS**

7.1. Sign Application for Roof Sign at 187 Route 66E from Susan Parker of By the Pond:

P. Stahl noted that although per Columbia's zoning regulations staff can approve most applications, however roof signs come before the PZC as per the regulations, as they are an infrequent situation. P. Stahl referred to the images in the packet handouts noting the building was not designed with wall signage in mind. She also verified the proposed signage does conform to Columbia zoning regulations.

R. Nassiff **MOVED** to **APPROVE** the Roof Sign Application from Susan Parker of By the Pond to install a roof sign on Building #1 at 187Rte 66E; EJ Starkel **SECONDED**; **MOTION CARRIED 7:0:0**

V. Englert suggested the applicant make use of the plaza's marque signage as well.

Mr. & Mrs. Parker asked about using the parking lot in ways that would help to promote all of the local small businesses in Columbia; the Commission members agreed it was a good idea, however events are not permitted in Columbia; the idea would need to come before ZBA as it is not a PZC jurisdiction.

8. REGULATION REVISIONS

8.1. Revised Draft Commercial Zoning Regulations:

P. Stahl said the subcommittee worked on all except for Section's 51 & 52 and briefly talked about the table on page 2 of the handout. P. Stahl and the Commission members discussed rear lots in commercial zones and the uses in the CM1 zones, and also discussed the pros and cons of site plan approvals and special permits, and accessory vs. primary business uses.

Commission members discussed the CM2 zone and mixed use district, and agreed all application for the mixed use district should come before PZC as a special permit due to their close proximities. They also agreed an accessory apartment must be less than 30% of the building in size and require a special permit.

Signs, sign heights, and sign visibility issues in the mixed use district were discussed, as well as the need for a special permit for signs over 6 feet in height.

8.2. Revised Draft Commercial District Map:

P. Stahl distributed copies of the proposed commercial district maps. Commission members reviewed and discussed, and agreed the area across from the Town Transfer Station should remain as a commercial zone.

R. Nassiff suggested to continue working on this map at next meeting, P. Stahl will email a map to the Commission members.

9. COMMUNICATIONS AND REPORTS

9.1. Reconsideration of Fee Schedule:

R. Nassiff briefly talked about the BOS meeting and the minor wording changes that were made to the fee schedule proposal by the Town attorney which should have been returned to PZC for prior approval; R. Nassiff requested the BOS allow time for the PZC to review what changes were made.

R. Nassiff and W. Tabor noted concern for the costs involved with subdivisions, they also talked about the need to make the process less daunting and less expensive.

R. Nassiff **TABLED** the discussion until the May 13, 2019 meeting.

10. COMMISSION OPEN DISCUSSION: None

11. AUDIENCE OF CITIZENS: None

12. EXECUTIVE SESSION: Pending **Litigation per State Statutes Section 1-200(6)(B):**

At 8:59 pm R. Nassiff **MOVED** to **ENTER INTO EXECUTIVE SESSION** with P. Stahl and T. Lasota invited to remain; EJ Starkel **SECONDED; MOTION CARRIED 7:0:0.**

At 9:04pm R. Nassiff **MOVED** to **CLOSE EXECUTIVE SESSION;** EJ Starkel **SECONDED; MOTION CARRIED 7:0:0**

No Action taken.

13. ADJOURNMENT:

R. Nassiff **MOVED** to **ADJOURN;** EJ Starkel **SECONDED; MOTION CARRIED 7:0:0**

The meeting was **ADJOURNED** at 9:04pm

Respectfully submitted by Terri Lasota, Board Clerk

Please see the minutes of subsequent meetings for approval of these minutes and any corrections hereto.